

**CITY OF SAN DIEGO  
MINUTES OF THE MEETING OF THE  
CIVIL SERVICE COMMISSION**

Thursday, January 12, 2023 at 1:00 p.m.  
Online Meeting

- A. The regular business meeting of the Civil Service Commission was called to order by Vice-President Nicolaz Portillo at 1:01 p.m. Also present was Commissioner Sunday Gover, Commissioner Tammy Lin, and Commissioner Aaron Olsen. President Jacquelyn R. Atkinson was absent.
  
- B. The staff was represented by Personnel Director Douglas Edwards, Assistant Personnel Director Anne Lamén Aban, and Assistant to the Director Saba O'Neal. Serving as legal advisor to the Commission was Chief Deputy City Attorney Heather Ferbert.



City of San Diego  
Civil Service Commission

**MINUTES**

Jacquelyn R. Atkinson, President  
Nicolaz Portillo, Vice-President  
Sunday Gover, Commissioner  
Tammy Lin, Commissioner  
Aaron Olsen, Commissioner

Thursday, January 12, 2023, at 1:00 p.m.  
Online Meeting

Click [here](#) to view meeting on Zoom Webinar at the scheduled time

Until further notice, Civil Service Commission meetings will be conducted pursuant to the provisions of California Government Code section 54953(e), added by Assembly Bill 361, which allows the City to use teleconferencing during a proclaimed state of emergency based on findings made by the Council of the City of San Diego related to public health and safety conditions.

During the current State of Emergency and in the interest of public health and safety, all members of the Civil Service Commission will be participating in meetings by teleconference. In accordance with the provisions of California Government Code section 54953(e), there will be no members of the public in attendance at the meetings. We are providing alternatives to in-person attendance for viewing and participating in meetings.

In lieu of in-person attendance, members of the public may participate and provide comment via telephone, using the City Clerk webform, email submission, or via U.S. Mail of written materials, as follows:

**Public Comment Testimony During Civil Service Commission Meetings:**

To offer public comment testimony during a Civil Service Commission meeting, you need to first join the Zoom Webinar meeting online from your desktop computer, laptop, tablet, or Smartphone, or by calling in to the meeting from your cellular phone or land line. If applicable, the Civil Service Commission will meet in Closed Session at 12:00 p.m. or shortly thereafter. Public Comment on Closed Session items will occur at the start of the 12:00 p.m. session before the Commission adjourns into Closed Session. The Commission will reconvene for Open Session at 1:00 p.m. or shortly thereafter.

**The link to join the Zoom Webinar by computer, tablet, or Smartphone is:**

Closed Session: <https://sandiego.zoomgov.com/j/1601441297> (PUBLIC COMMENT ONLY)

Open Session: <https://sandiego.zoomgov.com/j/1602402238>

**To Join By Telephone:**

Closed Session: Dial 1-669-254-5252. When prompted, input Webinar ID: 160 144 1297# (PUBLIC COMMENT ONLY)

Open Session: Dial 1-669-254-5252. When prompted, input Webinar ID: 160 240 2238#

### **How To Speak To A Particular Item Or During Non-Agenda Public Comment:**

When the Commission President introduces the item you would like to comment on (or indicates it is time for Non-Agenda Public Comment), raise your hand by either tapping the "Raise your Hand" button on your computer, tablet, or Smartphone, or by dialing \*9 on your phone. You will be taken in the order in which you raise your hand. You may only speak once on a particular item.

When the Commission President indicates it is your turn to speak, unmute your phone by tapping the Unmute button on your computer, tablet or Smartphone, or dial \*6 on your phone.

### **Written Comment Through Webform:**

**Comment On Agenda Items** may be submitted using the City Clerk [webform](#) indicating the agenda item number for which you wish to submit your comment. Comments received by the start of the meeting will be provided to the Civil Service Commission and posted online with the meeting materials. All webform comments are limited to 200 words. Comments received after the start of the meeting but before the item is called will be submitted into the written record for the relevant item.

**Non-Agenda Public Comment** may be submitted using the City Clerk [webform](#) checking the appropriate box. Comments received by the start of the meeting will be provided to the Civil Service Commission and posted online with the meeting materials. All webform comments are limited to 200 words. Comments received after the start of the meeting but before Non-agenda comment is called will be submitted into the written record for the meeting.

**Closed Session Public Comment** may be submitted using the City Clerk [webform](#). Comments received by the start of the meeting will be provided to the Civil Service Commission and posted online with the meeting materials. All webform comments are limited to 200 words. Comments received after the start of the meeting but before the item is called will be submitted into the written record for the relevant item.

**Written Materials.** If you wish to submit written materials for submission into the record or have an attachment to your comment, you may email it to [Personnel@sandiego.gov](mailto:Personnel@sandiego.gov) or submit via U.S. Mail to 1200 Third Avenue, Suite 300, San Diego, CA 92101. Materials submitted via email will be distributed to the Civil Service Commission in accordance with the deadlines described above. Materials submitted via U.S. Mail will need to be received the business day prior in order to be distributed to the Civil Service Commission.

The public may view the meetings on Zoom Webinar. Click [here](#) to view this meeting at its scheduled time.

**Requests For Accessibility Modifications Or Accommodations:**

As required by the Americans with Disabilities Act (ADA), requests for agenda information to be made available in alternative formats, and any requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for alternatives to observing meetings and offering public comment as noted above, may be made by contacting the Personnel Department at 619-236-6400 or [Personnel@sandiego.gov](mailto:Personnel@sandiego.gov). Requests should be made as early as possible prior to the meeting. Every attempt will be made to accommodate all reasonable requests. The City is committed to resolving accessibility requests swiftly in order to maximize accessibility.

This agenda and the supplemental information for each agenda item, if any, can be made available in alternative formats to assist persons with disabilities. Special assistance at the meeting is also available. To request such assistance, please call the Personnel Department Services Supervisor at 619-236-6402. Requests should be made as early as possible prior to the meeting. Every attempt will be made to accommodate all reasonable requests.

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**ITEMS FOR ACTION**

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*NOTE: The Commission will convene at 12:00 p.m. to hear public comment and discussion of the content of the Closed Session Agenda. At the close of public comment and discussion, the Commission will adjourn the public session and go into closed session. The regular business meeting will begin at 1:00 p.m.*

**INTRODUCTION**

1. Roll Call.

**ACTION TAKEN/PENDING**

Present were Vice-President Nicolaz Portillo, Commissioner Sunday Gover, Commissioner Tammy Lin, and Commissioner Aaron Olsen. President Jacquelyn R. Atkinson was absent.

2. Election of Officers.

Continued.

**NON-AGENDA PUBLIC COMMENT**

This portion of the agenda provides an opportunity for members of the public to address the Commission on items of interest within the jurisdiction of the Commission. (Comments relating to items on today’s docket are to be taken at the time the item is heard.)

Time allotted to each speaker is determined by the Chair. Comments are limited to no more than five (5) minutes **total per subject** regardless of the number of those wishing to speak. Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Commission on any issue brought forth under “Non-Agenda Public Comment.”

**CONSENT AGENDA (Items 3 through 16 can be approved with one motion.)**

3. Approval of the minutes for the regular business meeting of December 8, 2022. Approved items 3 through 16 in one motion.
4. Leaves of Absence Without Pay - In Order. Items 22 through 26.
5. Approval of Exceptional Merit Increase for Nicholas A. Arroyo, Grounds Maintenance Worker II.
6. Approval of Exceptional Merit Increase for Valentin Briones, Grounds Maintenance Worker II.
7. Approval of Exceptional Merit Increase for Gerald D. Cunanan, Supervising Therapeutic Recreation Specialist.
8. Approval of Exceptional Merit Increase for Ashley De Lao-Ratcliffe, Grounds Maintenance Worker II.
9. Approval of Exceptional Merit Increase for Arnulfo Gonzalez Alonso, Grounds Maintenance Worker II.
10. Approval of Exceptional Merit Increase for David J. Henry, Grounds Maintenance Worker II.
11. Approval of Exceptional Merit Increase for Walter D. Heyward, Grounds Maintenance Worker II.
12. Approval of Exceptional Merit Increase for David A. Mena, Grounds Maintenance Worker II.
13. Approval of Exceptional Merit Increase for Travis J. Rebischke, Golf Course Superintendent.
14. Approval of Exceptional Merit Increase for Alejandro A. Reynoso, Grounds Maintenance Worker II.
15. Approval of Exceptional Merit Increase for Salvador E. Sanchez, Grounds Maintenance Worker II.

16. Approval of Exceptional Merit Increase for Faustino Vida, Grounds Maintenance Worker II.

**LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION**

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| <ol style="list-style-type: none"><li>17. Casey J. Martin, Fire Engineer, Fire-Rescue Department, for a one-year (first extension) special leave without pay ending December 13, 2023, with their name to be placed on the eligible list for Fire Engineer.<br/>Hire Date: November 6, 2004<br/>Reason: Family care.<br/>Department Recommendation: Denial.</li><li>18. Lindsay M. Stransky, Police Investigative Service Officer II, Police Department, for a one-year (first extension) special leave without pay ending December 12, 2023, with their name to be placed on the eligible list for Police Investigative Service Officer II.<br/>Hire Date: March 2, 2017<br/>Reason: Outside employment.<br/>Department Recommendation: Approval.</li></ol> | <p>Approved three-month special leave without pay ending March 13, 2023. Speaking for staff was Carissa Rosemore.<br/>Speaking was Casey J. Martin. Speaking for the department was John Wood.</p> <p>Approved.<br/>Speaking for staff was Carissa Rosemore.</p> |
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**POLICY ITEMS – DISCUSSION**

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| <ol style="list-style-type: none"><li>19. Request from the Personnel Director to merge the current Associate Department Human Resources Analyst (T11123) eligible list with the new Associate Department Human Resources Analyst (T11674) eligible list.</li><li>20. Staff recommendations on special salary adjustments and new classifications for the Fiscal Year 2024 Salary Ordinance.<br/><br/><u>Recommended for Approval:</u><ol style="list-style-type: none"><li>1) Cement Finisher</li><li>2) City Attorney Investigator Trainee</li><li>3) Fire Lead Dispatcher</li><li>4) Planner Series</li><li>5) Traffic Stripper Operator</li></ol><br/><u>Alternative Recommendation:</u><ol style="list-style-type: none"><li>6) Crime Scene Specialist Series</li><li>7) Equipment Technician III (Golf) and Equipment Technician II (Golf)</li></ol><br/><u>Not Recommended for Approval:</u></li></ol> | <p>Approved.<br/>Speaking for staff was Maritza Duque.</p> <p>Speaking for staff was Rachel McDonald-Hernandez.</p> <p><u>Recommended for Approval:</u></p> <ol style="list-style-type: none"><li>1. <b><u>Cement Finisher – Request for Special Salary Adjustment of 15%</u></b><br/>Approved 27% special salary adjustment for Cement Finisher classification. Approved 27% special salary adjustment for Public Works Supervisor classification.</li><li>2. <b><u>City Attorney Investigator Trainee – Request for New Classification</u></b><br/>Approved the creation of City Attorney Investigator Trainee classification. Approved the</li></ol> |
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- 8) Boat Operator Series
- 9) Disposal Site Representative
- 10) Irrigation Specialist (Golf)
- 11) Police Property and Evidence Specialist Series

creation of City Attorney Investigator I classification. Approved the title change from City Attorney Investigator to City Attorney Investigator II.

- 3. **Fire Lead Dispatcher – Request for New Classification**  
Approved the creation of Fire Lead Dispatcher classification. Approved 5.3% special salary adjustment for Fire Dispatch Supervisor classification.
- 4. **Planner Series – Request for Special Salary Adjustment of 10%**  
Approved 10% special salary adjustment for Senior Planner, Associate Planner, Assistant Planner, and Junior Planner classifications. Speaking for department was Kelly Stanco.
- 5. **Traffic Striper Operator – Request for Special Salary Adjustment of 5-10%**  
Approved 5% special salary adjustment for Traffic Striper Operator classification.

**Alternative Recommendation:**

- 6. **Crime Scene Specialist Series – Request for New Classification Series and Title Change**  
Approved the creation of Crime Scene Specialist I classification at a monthly salary of approximately \$6,000. Approved the title change from Crime Scene Specialist to Crime Scene Specialist II with no special salary adjustment. Approved the creation of Crime Scene Specialist III classification at staff recommended salary. Speaking for the department were Alyson Talbot and Daniel Meyer. Speaking for MEA was Nick Wright.
- 7. **Equipment Technician III (Golf) and Equipment Technician II (Golf) – Request for New Classification Series**  
Denied the request for the creation of the Equipment Technician III

(Golf) and the Equipment Technician II (Golf) classifications. Approved 25% special salary adjustment for Equipment Technician III, Equipment Technician II, and Equipment Technician I classifications. Speaking for the department was John Howard. Speaking for Local 127 was Tim Douglass.

Not Recommended for Approval:

8. **Boat Operator Series – Request for Special Salary Adjustment of 27%**  
Approved 27% special salary adjustment for Senior Boat Operator and Boat Operator classifications. Commissioner Aaron Olsen was absent. Speaking for the department was David Dalager. Speaking for Local 127 were Tim Douglass and Andres Alva-Cardenas. Speaking for MEA was Nick Wright.
9. **Disposal Site Representative – Request for Special Salary Adjustment of 15%**  
Continued to February meeting. Commissioner Aaron Olsen was absent. Speaking for MEA was Nick Wright.
10. **Irrigation Specialist (Golf) – Request for New Classification**  
Denied request for the creation of the Irrigation Specialist (Golf) classification. Commissioner Aaron Olsen was absent. Speaking for the department was John Howard.
11. **Police Property and Evidence Specialist Series – Request for Special Salary Adjustment of 30%**  
Approved 20% special salary adjustment for Police Property and Evidence Specialist, Police Property and Evidence Lead Specialist, Police Property and Evidence Supervisor, and Senior

Police Property and Evidence Supervisor classifications. Commissioner Aaron Olsen was absent. Speaking for the department were Ray Christian and Lisa McKean. Speaking for MEA was Nick Wright.

21. Kevin S. McDaniel, appealing the rejection of their application for Fire Fighter I (T11416).

Denied. Commissioner Aaron Olsen was absent. Speaking for staff was Jennifer Lamas-Villanueva. Speaking was Kevin S. McDaniel.

**LEAVES OF ABSENCE WITHOUT PAY - IN ORDER**

22. Robert L. Thatcher Jr., Police Officer II, Police Department, for a one-year special leave without pay ending November 24, 2023, with their name to be placed on the eligible list for Police Officer II.  
Hire Date: September 1, 2016  
Reason: Family care & education.  
Department Recommendation: Approval.

**LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED**

23. Daniel L. Daft, Water Production Superintendent, Public Utilities Department, for a leave of absence from the Classified Service effective October 31, 2022, while temporarily filling an unclassified position with their job to be saved. If selected for permanent appointment, this leave will be modified from job saved to name on eligible list.
24. James L. Gaboury, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective June 18, 2016, while filling an unclassified position with their name to be placed on the appropriate eligible list.

- 25. Luis A. Nunez, District Refuse Collection Supervisor, Environmental Services Department, for a leave of absence from the Classified Service effective November 15, 2022, while temporarily filling an unclassified position with their job to be saved. If selected for permanent appointment, this leave will be modified from job saved to name on eligible list.
  
- 26. Jodie L. Pierce, Fire Captain, Fire-Rescue Department, for a leave of absence from the Classified Service effective July 24, 2021, while filling an unclassified position with their name to be placed on the appropriate eligible list.

**LEAVES OF ABSENCE WITHOUT PAY - TOTAL**

Total Leave Requests	08	Family/Childcare/Maternity	02
Leave requests with job saved	00	Education/Training	00
Leave requests with name on list	03	Medical	00
Unclassified	05	Relocation	00
		Outside Employment	01
		Unclassified	05
		Other	00

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**ITEMS FOR INFORMATION**

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**NEW BUSINESS**

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**CLOSED SESSION**

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At 12:02 p.m., the Commission met in Closed Session with the following agenda:

- I. I. Deliberation on disciplinary appeals pursuant to Government Code Section 54957:
  - a. Barry Butler – Termination reduced to suspension. President Jacquelyn R. Atkinson was absent.
  - b. 2021-2 – Termination upheld. President Jacquelyn R. Atkinson was absent.

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**ADJOURNMENT**

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At 1:01 p.m., the Commission convened into open session.

At 2:35 p.m., Commissioner Aaron Olsen left the meeting.

At 3:15 p.m., Vice-President Nicolaz Portillo called for a break.

At 3:26 p.m., the meeting continued.

There being no further business, the meeting was adjourned at 4:20 p.m.

Nicolaz Portillo, Vice-President